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**STATE OF HAWAII
REQUEST FOR EXEMPTION FROM CHAPTER 103F, HRS**

To: Chief Procurement Officer

'06 JUN -8 A9:24

From: Department of Health – Child and Adolescent Mental Health Division

Pursuant to § 103F-101 (a)(4), HRS, and Chapter 3-141, HAR, the Department requests a procurement exemption to purchase the following:

ADMINISTRATION
STATE PROCUREMENT OFFICE
STATE OF HAWAII

Title and description of health and human service(s): Mental Health Services in out-of-state facilities.
The Department of Health's Child and Adolescent Mental Health Division (CAMHD) is responsible to "provide prevention, diagnostic, treatment and rehabilitative services for emotionally disturbed and mentally ill children and youth" through the age of 20 years; and the coordination of mental health services for youth adjudicated through the courts. (§321-171 HRS; IDEA 20 U.S.C. § 1401; Section 504)

Provider Name: To Be Determined	Total Contract Funds: \$750,000.00	Term of Contract From: 7-1-06 To: 6-30-07
Provider Address:	Contract Funds per Year (as applicable)	

Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:

At times the CAMHD must provide authorized services through out-of-state providers. The need to place a youth in an out-of-state facility occurs only after all efforts to meet the youth's treatment need in Hawaii have been exhausted; the youth is in need of specialized treatment that is not locally available; or the determination for placement is reflected in the youth's Individualized Education Program (IEP) or court order. The ability to anticipate, develop, and adequately meet all procurement requirements for each youth in need of such services in a timely manner is not practicable and would place the State at risk of violating federal laws and/or court order. Further, any delay of clinically necessary services would not be in the best interest of the youth or the State.

Details of the process or procedure to be followed in selecting the service provider to ensure maximum fair and open competition as practicable: The multi-disciplinary treatment team and the established Individualized Educational Program process and/or a court order shall assess local programs to determine appropriateness of placement and to ensure competition. Only after local programs are deemed inappropriate, a mainland facility considered.

A description of the state agency's internal controls and approval requirements for the exempted procurement: The CAMHD has implemented a process for the payment of out-of-state facilities. Payment shall be processed only upon the approval by the CAMHD Family Guidance Center involved and with a valid Service Authorization for the invoiced period. The CAMHD Accountant reviews and resolves deviations to the process.

The CAMHD strives to have a contract in place that reflects the Individualized Education Plan, and includes the negotiated reimbursement rate and manages the rate increases.

A list of state agency personnel, by position title, who will be involved in the approval process and administration of the contract:

Chiyoame L. Fukino, M.D., Director of Health
Michelle Hill, Deputy Director of Behavioral Health
Christina M. Donkervoet, MSN, APRN, Chief CAMHD
T. Orvin Fillman, DrPH, Public Health Administrative Officer

Direct questions to (name & position) T. Orvin Fillman, DrPH, Public Health Administrative Officer	Phone number: 733-4198 or 733-8386	e-mail address: Tofillma# @camhmis.health.state.hi.us
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This exemption should be considered for list of exemptions attached to Chapter 3-141, HAR: Yes ☐ No ☐

I certify that the information provided above is to the best of my knowledge, true and correct.

Michelle R. Hill for Director Fukino
Department Head Signature
Michelle R. Hill for: Chiyome L. Fukino, M.D.
Typed Name

June 6, 2006
Date
Director of Health
Position Title

Chief Procurement Officer's Comments:
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Please ensure adherence to applicable administrative requirements.

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u>Chiyome L. Fukino</u> Chief Procurement Officer	Date <u>6/15/06</u>
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Cc: Administrator
State Procurement Office

State of Hawaii
Notice of Request for Exemption from Chapter 103F, HRS

The chief procurement officer is considering this request for exemption and, if there is good cause, the state intends to exempt the purchase as described in the request. Any inquiries regarding the purchase shall be directed to the contact person noted on page two of the request. Any concerns regarding the exemption shall be in writing and received by the chief procurement officer within seven days of the date the notice was first posted. Concerns shall be mailed to: Aaron Fujioka, Chief Procurement Officer, State Procurement Office, 1151 Punchbowl St., #230A, Honolulu, HI 96813.